



32 Walnut Street ■ PO Box 6008 ■ Brattleboro, VT 05302-6008
802.257.0361 ■ youthservicesinc.org ■ A United Way Agency ■ *Transforming Lives, Inspiring Futures*

Are you ready for an amazing opportunity to join an innovative program and make positive change in your community?

Position Title: Youth and Young Adult (YYA) Intake and Groups Coordinator

Who is Youth Services?

Youth Services has been a highly-respected part of the Windham County of Vermont community since 1972. Our mission: working together to build resilience and be a catalyst for change. Youth Services is a supportive, creative, dynamic workplace.

How will I make a difference?

The Youth and Young Adult (YYA) Intake and Groups Coordinator will make a difference in our community by...

- Screening individuals and families seeking services determine eligibility, need, risk and to identify brief service goals
- Providing brief and/or stabilization services to youth, young adults and families seeking services including access and referral to resources related to basic needs, including food, housing, transportation, medical insurance and mental health and medical care
- Working with YDP director and internal and external partners to identify and coordinate prosocial youth, young adult and/or family groups such as:
 - Life skills building
 - Sex education
 - Non-violent communication

Can I see myself here?

We have found that our staff at Youth Services succeed when they:

- Emphasize connection and relationship in their work and are able to build meaningful relationships that are rooted in empathy and mutual accountability
- Value feedback
- Think systemically
- Are passionate about justice and believe that everyone deserves to have their needs met
- Value collaboration that comes from working on a team
- Are tenacious problem-solvers
- Have a sense of humor and find creative ways to implement ideas
- Value a strength-based treatment approach and deeply believe in harm reduction
- Can change priorities quickly
- Are looking for more than just a job

Additional Information



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Applicants must have a valid driver's license, a personal vehicle to use for work purposes and auto insurance.

Community Based staff will be reimbursed for applicable mileage

How can I be considered for the position?

You can be considered for this position if you meet the following qualifications:

- Bachelor's degree in psychology or related field or an equivalent amount of education, training, work-experience and lived experience
- Experience working with at-risk youth and/or families in a volunteer, internship, or paid position
- Knowledge of adolescent development
- Have an very solid, bordering on expert- level of understanding of google suites

To Apply: Send resume and cover letter to humanresources@youthservicesinc.org by July 13th. We will be reviewing applications on a rolling basis.

We are unable to consider applicants without a cover letter. If the resume submission platform does not allow for cover letters, please send cover letter directly to humanresources@youthservicesinc.org

Compensation: \$16.50 per hour with annual cost of living increase and comprehensive benefits

Youth Services is an Equal Opportunity Employer